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Linda McCulloch
Superintendent

SP-06-09

DATE: April 20, 2006

TO: School Food Authority Administrators

FROM: Christine Emerson, Director, School Nutrition Programs

SUBJECT: Reauthorization 2004: Communication with Households

The Food and Nutrition Service (FNS) would like to remind Local Educational Agencies (LEAs) of the requirement concerning communications with households regarding application, certification, and verification procedures for free and reduced-price school meals. Section 104(b)(1) of the Child Nutrition and WIC Reauthorization Act of 2004 amended the Richard B. Russell National School Lunch Act at 42 USC 1758(b)(8)(A) to require that: "Any communication with a household shall be in an understandable and uniform format and, to the maximum extent practicable, in a language that parents and legal guardians can understand."

The FNS recognizes that many LEAs provide their own translations or adopt the FNS prototypes. It is very important that whenever LEAs are communicating with households applying for or participating in the National School Lunch Program and the School Breakfast Program, this communication must be comprehensible and in a uniform format.

The FNS has provided updated materials in Spanish, which are available on the FNS Web site (<http://www.fns.usda.gov/cnd/FRP/frp.process.htm>).

If there are any questions concerning this policy, please contact School Nutrition Programs at (406) 444-2501.